



# Passports on the Move

**Erie County Clerk Chris Jacobs**



[www.erie.gov/passports](http://www.erie.gov/passports)



**Monday—Friday**

**9:00 AM— 4:30 PM**

*~No Appointment Necessary~*



**Erie County Clerk's Office  
92 Franklin Street— 1st Floor, Buffalo, NY 14202**

*For additional information or a list of future Outreach Events  
call the Clerk's Office at 716-858-8866*

This passport processing service is a convenient way for U.S. Citizens to obtain these important travel documents for themselves or their immediate family members.

You may obtain either a Passport Card\*, a Passport \*\* or both.

\* A **Passport Card** is wallet-sized and valid when entering the U.S. from

Canada, Mexico, the Caribbean and Bermuda via land and/or sea.

\*\*A **Passport** is a booklet document valid for international travel by air, land and sea.

## You Will Need:

- 1) **ORIGINAL** or **CERTIFIED** copy of U.S. Birth Certificate with raised seal, previous U.S. Passport, or **Naturalization Certificate**.
- 2) **Proof of Identity:** Current NYS Driver's License, or non-driver I.D., Pilot's License, State or Federal work I.D. card, Current Student I.D. or Military I.D.
- 3) One 2"x2" color Passport photo (*Photos available on-site*)
- 4) Application can be obtained in advance at the Clerk's Office or by visiting [www.erie.gov/passports](http://www.erie.gov/passports). You may complete the application in advance. However, do not sign the application, as your signature must be witnessed by an Accepting Passport Agent.

## Fees:

**Check or Money Order made payable to  
"Department of State"**

Passport Card—\$30  
*\$15 for children under 16*

Passport Book—\$110  
*\$80 for children under 16*

Passport Card & Book—\$140  
*\$95 for children under 16*

**and...**

**Check or Money Order made payable to  
"Erie County Clerk" for \$25 Execution Fee**

*~ Passport Photos can be taken on-site for \$10 ~*